

UTILILTY SERVICES TECHNICIAN I/II

Purpose:

To actively support and uphold the City's stated mission and values. To perform work in the Water Utilities Department collection and distribution field operations involving the operation and use of small equipment to perform field plumbing and pipefitting installation and maintenance duties.

Distinguishing Characteristics:

<u>Utility Services Technician I</u> – This is the entry and training level in the Utility Services Technician series. Positions in this classification will acquire needed licenses, ADEQ Certifications, safety training, and all related training to become skilled at operating/using small equipment, and using/operating hand tools for perform the more basic/routine plumbing and pipefitting installation and maintenance duties. In this entry level position the UST I will also be exposed to the safe operation of heavy equipment as appropriate.

<u>Utility Services Technician II</u> – This is the journey level class within the Utility Services Technician series. These classes are flexibly staffed, and movement of an employee to the II level is determined by the Department and requires that the employee meets the minimum qualifications, is off probation, attained appropriate State of Arizona certificates and CDL, and is performing the full range of plumbing and pipefitting duties at the journey level.

Employees in the Utility Services Technician II level may additionally be given the opportunity, or required, to learn and perform duties in other skill/trade areas (i.e. skill blocks) including: heavy equipment operation (i.e. backhoe/crane/loader), sewer cleaning truck operation, TV truck and camera operation, fire-hydrant repair, or customer response activities.

Supervision Received and Exercised:

Utility Services Technician I

Receives close supervision from higher level Utility Services staff.

Effective February 2000 Revised May 2001 Revised July 2001 Range adjustment Revised April 2002 Certifications Revised September 2003 Certifications Revised November 2003 Experience Revised November 2006

Utility Services Technician II

Receives general supervision from the Utility Services Supervisor, a Team Lead, or from other supervisory staff.

May act as a subject matter expert to assist in training other staff, and may provide assignment based functional/technical supervision over other staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

Utility Services Technician I

- Install new water meters; change-out old water meters.
- Exercise water main valves; exercise fire hydrants.
- Assist in doing "hot taps" on water mains; assist in doing taps on sewer mains.
- Assist in installing or repairing water or sewer mains and services; assist in fire hydrant repairs.
- Use a variety of hand tools.
- Read and interpret the City's TGIS utility maps
- Ability and skills to respond to and answer customer complaints concerning the water and sewer systems.
- Use a variety of power equipment (cut off saws, tampers, pumps, generators, compressors)
- Operate dump truck, crane truck, Jet-Vac truck, backhoe, Bob Cat, and utility work truck in performing duties.
- Operate personal computer and laptop computer.

Effective February 2000 Revised May 2001 Revised July 2001 Range adjustment Revised April 2002 Certifications Revised September 2003 Certifications Revised November 2003 Experience Revised November 2006

Utility Services Technician II

- Perform all of the duties of the Utility Services Technician I.
- Install, repair and maintain fire hydrants.
- Install, maintain and repair water and sewer services, water and sewer mains, water valves, water meters, and all related appurtenances.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Utility Services Technician I

One year of general construction experience is desirable.

Utility Services Technician II

Two years of increasingly responsible experience in the installation, maintenance and/or repair of water and wastewater systems for a utility.

Training:

Utility Services Technician I

Equivalent to completion of the twelfth grade.

Utility Services Technician II

Equivalent to completion of the twelfth grade.

Licenses/Certifications:

Utility Services Technician I

CITY OF TEMPE

Utility Services Technician I/II (continued)

Possession of a valid class A Arizona driver's license with a tanker endorsement, within 6 months of hire.

Possession of, or required to obtain within 12 months of hire, the Grade I Water Distribution System Operator Certificate, the Grade I Wastewater Collection System Operator Certificate, issued by the State of Arizona and be certified to perform the duties of an Entrant or an Attendant within the City's Confined Space Program.

Utility Services Technician II

Possession of a valid Class A Commercial Arizona driver's license with a tanker endorsement.

Possession of the Grade II Water Distribution System Operator Certificate and the Grade II Wastewater Collection System Operator Certificate issued by the State of Arizona. Certified to act as a Competent Person under the City's Trenching and Shoring Program. Certified to act as an Entrant, Attendant and Permitting Supervisor under the City's Confined Space program. Tempe employees in this classification will be able to qualify for some of the skill blocks in the Skill Based Pay (SBP) program.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 085/460

FLSA: Non-Exempt/Non-Exempt